

Maricopa County Community Services Commission

Maricopa County Human Services Department

234 N. Central, 3rd Floor Conference Room

Phoenix, Arizona 85004

Monday, January 23, 2005

6:00 P.M.

Minutes

Members Present:

Chair Councilman Fred Hull, Town of Gila Bend

Vice Chair Councilman Steven Frate, City of Glendale

Councilwoman Kathie Farr, City of Tolleson

*Councilwoman Margarita Garcia, Town of Guadalupe

Walter Gray, St. Vincent de Paul

Sarah Bravo-Palma, Eastside Low-income Representative

Marty Sonnenberg, Salt River Project

Terri Cruz, Chicanos por la Causa

*Louise Moskowitz, APS

Barbara Webster, Southwest Low-Income Rep.

* Arrived after roll call

Members Absent:

Mark Bratman, The Salvation Army

Councilman Hut Hutson, City of Tempe

Mary Beth Lawler, Valley of the Sun United Way

Robert Morehouse, Senior Citizens Council Maricopa County

Councilman Don Skousen, Town of Gilbert

Requested Excused Absence

Requested Excused Absence

Requested Excused Absence

Did not request excused absence

Did not request excused absence

Presenters/Staff/Guests Present:

Staff:

Margarita Leyvas, Community Services Division

Virginia Sturgill, Community Services Division

Frances Delgado, Community Services Division

Guests

Racel Aleman, Chandler CAP

Darlene Zavala, Guadalupe CAP

Mary Hutchinson, Tempe CAP

Frank Scott, City of Avondale

Mary Coalson, Salvation Army

Dolores Hull

Amy Smith

- 1. Call to Order** The meeting was called to order at 6:07 PM by Chairman, Councilman Fred Hull.
- 2. Roll Call** Virginia Sturgill called roll. Eight of fifteen seated members were present; a quorum was established. Two members arrived after roll call.
- 3. Excused Absence(s)** The following members were absent and asked to be excused: Councilman Hut Hutson, Mary Beth Lawler, Mark Bratman. Councilman Frate made a motion to excuse the absences; Marty Sonnenberg seconded the motion. The vote was unanimous and the motion carried.
- 4. Opening Prayer** Marty Sonnenberg led the prayer.
- 5. Pledge of Allegiance** Marge Leyvas led the Pledge of Allegiance. Before proceeding, Chairman Hull asked everyone present to introduce themselves and he welcomed the guests. Marge Leyvas introduced Frances Delgado, HSD/CSD Planning and Development Coordinator.

- 6. Approval of Minutes** Terri Cruz made a motion to accept the minutes of the October 24, 2005, meeting. The motion was seconded by Councilman Frate. The vote was unanimous and the motion carried.
- 7. Annual Meeting change date** Marge Leyvas provided information and background on the Health and Human Services interpretation of the CSBG Act regarding tri-partite boards. She reported that Maricopa County has been working to ensure that the Community Services Commission composition is in compliance with the HHS guidelines. Marge reported that she had attended the National Association for State Community Services Programs (NASCSPP) conference in September where she learned that OCS will be conducting audits to ensure states are monitoring and enforcing CAA's are compliant with the CSBG Act, tri-partite board guidelines and other requirements.
- Marge reported that she and Trish met with Martin Demos, Maricopa County Attorney's Office, and Fran McCarroll, Clerk of the Board for Maricopa County Board of Supervisors (BOS) to discuss the Commission structure, the CSBG Act, and the Maricopa County BOS responsibilities and appointments to the commission. After discussion, several steps were requested of the Community Services Commission: 1) postpone the 2006 Annual meeting to August or September 2006; 2) review and revise the bylaws as necessary to ensure compliance with the CSBG Act and the HHS guidelines. During this time, Mr. Demos and Ms. McCarroll will provide direction with any revisions to the by-laws. Ratification of Commission Members by the BOS will be postponed until after the Annual meeting.
- Walter Gary made a motion to move the Annual Meeting of the Community Services Commission to September 2006. The motion was seconded by Marty Sonnenberg. The vote was unanimous and the motion carried.
- 8. By-Laws Committee Appointment of members** Marge Leyvas reported that, during the meeting with Martin Demos and Fran McCarroll, there was discussion on the Commission By-laws. Marge stated that revisions need to be made to the by-laws. Marge requested volunteers to sit on the By-laws committee. The following members agreed to serve on the Committee: Barbara Webster, Mary Beth Lawler, Councilwoman Kathie Farr, and Councilman Steven Frate.
- Louise Moskowitz made a motion to approve the appointment of the by-laws committee members. The motion was seconded by Marty Sonnenberg. The vote was unanimous and the motion carried.
- Discussion followed regarding other possible areas of by-laws revision, i.e. absences, replacement of members that do not attend meetings regularly, service area representatives.
- Marge suggested that Standard Operating Procedures could be developed once review and revisions to the by-laws are completed.
- 9. Update - Resource Assessment Committee** Marge reported that the first meeting of the Resource Assessment Committee (RAC) Meeting has been scheduled for February 1, 2006. The following commission members have agreed to serve on the

committee: Louise Moskowitz, Marty Sonnenberg and Terri Cruz. Fred Bates, Association of Arizona Food Banks, has also agreed to serve on the committee. Walt Gray asked for clarification on the purpose of the Resource Assessment Committee (RAC). Marge stated that the primary focus of the RAC is to review, assess, and make recommendations to the full Commission on its assets, funding, etc. In view of the proposed federal budget, one specific project will be to develop and recommend to the Commission specific criteria on which to base the potential merging of current service areas and/or closure of CAP offices.

10. Ratification of Nominees to serve as Commission Member Alternates

The following individual's names have been submitted by their respective organizations or service area to serve as representatives or alternates to representatives on the commission:

APS, Alternate - Terry De Valle, Senior Community Development Representative to serve as Alternate representative on the commission.

Chicanos Por La Causa, Alternate - Terra Masias, VP of Child and Family Welfare Development, to serve as Alternate representative on the commission.

Eastside Low-Income Representative - Cindy Feuchster

Terri Cruz made a motion to accept the names submitted. The motion seconded by Councilwoman Kathie Farr. The vote was unanimous and the motion carried.

11. Director's Report

Marge Leyvas reported:

- APS has a rate case before the Arizona Corporation Commission (ACC); an increase in the Weatherization Program will be addressed at a meeting on February 14 & 15. Community Action Agency representatives from around the state will speak before the ACC regarding the importance of the weatherization program.
- Arizona Community Action Association (ACAA) will hold their Annual Conference on May 11 & 12, 2006. Marge stated commission members will be offered the opportunity to attend the conference. Marge is the Chair for the Program committee.
- National Community Action Foundation (NCAF) Conference will be held on March 6-10, 2006 in Washington DC. Marge has asked several commission members to attend the conference. The following members will be attending the conference: Councilman Hull, Councilman Frate and Councilwoman Farr. Marge stated that Community Services Block Grant was saved this budget year at level funding. Capitol Hill visits will be arranged by ACAA. Talking points will be provided to commission members.
- The President released Low-Income Home Energy Assistance Program (LIHEAP) Contingency Funds. Arizona will receive \$257,300. DES will add the additional funds to the FY07 budget.
- ACAA is arranging visits to the Arizona Congressional delegation at their local offices. The visits will be scheduled before the NCAF conference. This will give the Congressmen the opportunity to meet with groups from their district before the conference.
- Marge, Frances, and Barbara Hill are currently attending the *Grantsmanship Training*. This is a week-long training for grant writing. Individuals from the department and non-profit organizations

are attending, as well as some individuals from out of state.

- The West Valley Human Services Alliance will be holding *After the Scan-Summit* at ASU West on February 16th. The summit is a follow-up to the West Valley Community Scan that was presented on March 1, 2005 by Valley of the Sun United Way and MAG. Committees were formed to address several issues. The work of the committees will be presented at the February 16th Summit.
- CSD staff held a meeting with HUD staff to discuss a partnership on weatherizing conventional housing owned by housing authorities. AZ Department of Commerce/Energy Office, APS, City of Phoenix and Foundation for Senior Living also attended the meeting. Follow-up meetings have been scheduled. More information will be provided at a later date.

12. Board Remarks

- Councilman Frate shared that he attended the National League of Cities Conference in December held in Charlotte North Carolina. He visited with Arizona Congressmen and discussed the importance of CSBG. Councilman Frate reports that CSBG had a reduction in funding but did not get zeroed out as had been proposed.
- Councilwoman Garcia stated that there will be a property tax increase in Guadalupe.
- Councilwoman Farr reported that Tolleson will be opening an Adult Day Care Center. This building is the first in Tolleson to be built under the "Tolleson Goes Green" Project.
- Avondale will host a Resource Health Fair
- Councilman Hull thanked everyone for their prayers and cards while he was ill.
- Councilman Hull shared that he would be resigning his position as Chairman of the Community Services Commission. He also stated that he would remain on the Commission and asked that his resignation be placed on the agenda for the next meeting.

13. Call to the Public

- None

14. Adjournment

Councilman Frate made a motion to adjourn the meeting. Councilwoman Farr seconded the motion. The vote was unanimous and the motion carried.

Meeting adjourned at 7:07 PM.